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# ELECTIONS

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## MISSION STATEMENT

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The Office of Elections is responsible for protecting the integrity of the electoral process in the City of Norfolk through accurate maintenance of voter registration records and the efficient administration of elections.

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## DEPARTMENT OVERVIEW

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The Office of Elections provides voter registration services, maintains voter and elections records, and administers elections on behalf of the Norfolk Electoral Board.

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## BUDGET HIGHLIGHTS

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The total FY 2007 budget for Elections is \$572,800. This is a \$17,500 increase over the FY 2006 budget. The 3.2 percent increase is attributable to an increase in personnel services.

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## KEY GOALS AND OBJECTIVES

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- Continue to implement federal procedures required by the Help America Vote Act.
  - Expand services to voters as required by the Uniformed and Overseas Civilians Absentee Voting Act.
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## PRIOR YEAR ACCOMPLISHMENTS

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- Commenced phasing in use of Electronic Pollbooks.
  - Surveyed 56 polling locations and made improvements as necessary to make all polling places ADA compliant.
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### Expenditure Summary

	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 APPROVED	FY 2007 APPROVED
Personnel Services	321,840	343,914	350,470	372,078
Materials, Supplies and Repairs	30,153	51,538	55,900	49,792
General Operations and Fixed Costs	205,594	126,776	150,930	150,930
Equipment	-	-	-	-
All- Purpose Appropriations	-	-	-2,000	-
<b>TOTAL</b>	<b>557,587</b>	<b>522,228</b>	<b>555,300</b>	<b>572,800</b>

## Program & Services

	FY 2005 ACTUAL	FY 2006 APPROVED	FY 2007 APPROVED	POSITIONS
<b>Voter Registration &amp; Elections</b>	<b>522,228</b>	<b>555,300</b>	<b>572,800</b>	<b>9</b>

The Office of Elections maintains the records Of 104,000 registered voters of Norfolk and coordinates voter registration activities and voter education programs throughout the City. The office also supervises over 1,000 Officers of Elections, oversees candidate-filing procedures, and audits campaign contribution and expenditure reports.

<b>TOTAL</b>	<b>522,228</b>	<b>555,300</b>	<b>572,800</b>	<b>9</b>
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## Strategic Priority: Public Accountability

### TACTICAL APPROACH

Administration of Voter Records and Elections.

PROGRAM INITIATIVES	FY 2004	F Y 2005	FY 2006	FY 2007	CHANGE
Number of Registered voters	102,380	110,614	105,180	107,000	1820

## Position Summary

Position Title	Pay Grade	Minimum	Maximum	FY 2006 Positions	Change	FY 2007 Positions
Deputy Registrar/Elections Administrator	MAP06	37,325	59,669	1		1
Election Assistant I	OPS03	18,384	29,392	1		1
Election Assistant II	OPS05	21,342	34,120	1		1
Election Assistant III	OPS06	23,029	36,814	1		1
Member Electoral Board	CTY	-	-	3		3
Registrar/Election Administrator	COF	-	-	1		1
Senior Election Assistant	OPS08	26,885	42,978	1		1
<b>TOTAL</b>				<b>9</b>	<b>0</b>	<b>9</b>